

Virginia Wireless E-911 Services Board

Project Management Monthly Activity Report

Vendor: **L. Robert Kimball & Associates, Inc.**
 Region/Locality: **Skyline Region**
 Period: **August 2004** (8/1/04 - 8/28/04)

Activity Report			
Task	Locality	Hours this Period	Comments
Active Tasks			
INSTALLATION OVERSIGHT		0.00	
ACCEPTANCE TESTING		0.00	
SYSTEM IMPLEMENTATION: ASSISTANCE, MONITORING, & COORDINATION		0.00	
MAP, CAD, & GEOFILE ASSESSMENT & ASSISTANCE		0.00	
PROJECT REPORTING & STATUS REVIEW		3.25	
Project status reporting		3.25	
PSAP STRATEGIC PLANNING		27.25	
Prepare and conduct regional meeting. Review PSAP concerns regarding change of PM personnel. Review status and issues of all attending PSAPs.	Skyline Region	27.25	
CPE ASSESSMENT & ASSISTANCE		11.00	
Prepare and conduct on-site meeting with PSAP to review CPE readiness issues and status. Assist in conference call with CPE manufacturer.	Waynesboro	5.50	
Coordinate Phase-2 ALI format conversion. Request carrier to send Ph-2 ALI test data.	Waynesboro	5.50	
COST RECOVERY & TRUE-UP ASSISTANCE		0.75	
Advise PSAPs of Funding True-up requirements and restrictions on LRK assistance	Staunton	0.75	
WSP/LEC CONTACT, COORDINATION, & ASSESSMENT		23.75	

Task	Locality	Hours this Period	Comments
Coordinate Triton PCS Phase-2 testing reschedule	Waynesboro	3.50	
Coordinate Triton PCS Phase-2 testing reschedule	Augusta	2.00	
Contact carrier and review Triton PCS deployment status with PSAPs	Nelson, Staunton	1.75	
Assist PSAP with W911 transfer trunk implementation between LECs. Review options with Verizon (LEC) and Ntelos (LEC).	Waynesboro Augusta	6.50	
Assist PSAP with carrier troubleshooting procedure	Staunton	4.00	
Contact Ntelos re Augusta deployment. Resend Ph-2 RFS letter.	Augusta	2.25	
Contact all other carriers regarding deployment status.	Skyline Region	3.75	
CUTOVER PLANNING ASSISTANCE		0.00	
TRAINING ASSISTANCE		0.00	
TOTAL		66.00	
Issues of Importance			
Issue	Actions Proposed to Resolve Issue		Comments